



November 8, 2018

TRAVEL MEMORANDUM

No. 1463, s. 2018

017.3187
DATE: 08 NOV 2018
BY: [Signature]
RECORDS SECTION

TO: MS. ROSELA R. ABIERA
MS. ROSA LEAH E. DAGOY
DR. LUISITO R. DIVINAGRACIA
MS. EPIFANIA Q. CUEVAS
MS. TERSITA Z. OLASIMAN
MS. ARLENE A. PEPITO
MS. CONCHITA CABALLES
MS. LEONIDA WU
MS. RUSSEL REGIDOR
MS. KATHLEEN EMIA

MS. FLORENCE CASQUEJO
MS. LOIDA B. CATABAY
DR. HAROLD A. SUAN
DR. AUSTER A. RELASA
MS. HEGENIA OBARCO
MS. VERONICA I. SARITA
MS. MENCHU SANTOS
MS. MARICEL RASID
MS. IZRA FAYE A. SAGUBAN
MS. IRENE CECILIA A. ELEMIA

SUBJECT: COORDINATION MEETING OF THE RELIGIOUS COMMITTEE MEMBERS

1. Please be informed that you will compose the committee to take charge of the religious activity of the Division.
2. On November 12, 2018 is the Opening Program of the Division Athletic Selection Meet. One of the highlights of the activity is the **Thanksgiving/Holy Mass** at 1:30 in the afternoon which will be follow immediately after the parade.
3. To prepare the **Sacramental Materials** and to discuss matters relative for the celebration you are hereby requested to report on November 09, 2018 at 3:30 PM for a **Coordination Meeting** at the Division Library Hub.
4. Should the committee will report on Sunday for the final preparations they shall be granted with 1-day Compensatory Time Off (CTO and Service Credits) for Teaching and Non-Teaching Personnel
5. Please be guided accordingly.

[Signature]
WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent